ONE PAGE TECHNOLOGY PLAN CHECKLIST
for Indiana Public Library Standards

In order to be in compliance with Indiana Public Library standards (590 IAC 6-1-4(g)), use the checklist below to ensure the following elements are included in your submission to the Indiana State Library.

Keep in mind that this template covers only what is required by the public library standards. You may need to consult other resources for further information. See the Library Development Office website for a list: http://www.in.gov/library/ldoresources.htm

Does the technology plan . . .	Yes
Cover, at most, three years?	☐
List the library goals and realistic strategies for using telecommunications and information technology to respond to needs of the community?	☐
Provide a professional development strategy to ensure that staff has the skills and training necessary to meet the library's technology goals?	☐
Assess the library's current telecommunication services, hardware, software, and other services that comply with basic standards for the population served by the library?	☐
Indicate a replacement schedule for telecommunication services, hardware, software, and other services to meet continuing needs of the community?	☐
Include a budget for the costs of telecommunication services, hardware, software and other services required during the years covered by the plan?	☐
Describe the ongoing annual evaluation of the plan's goals and strategies that includes revision and modifications filed with the Indiana State Library?	☐
Outline the library's automation plan that indicates the library's collections are managed through the use of an integrated library system (ILS)?	☐

Please contact Karen Ainslie (317) 232-1938 or (800) 451-6028 [In State only], or kainslie@library.IN.gov with any questions you may have.